

SHELBY COUNTY BOARD OF COMMISSIONERS AGENDA ROUTE SHEET

Referred to Commission Committee # 10 - General Government

For Commission Action on (date): 3/31//08

RESOLUTION ADOPTING GUIDELINES FOR THE SHELBY COUNTY BOARD OF COMMISSIONERS 2008 SUMMER YOUTH EMPLOYMENT PROGRAM. SPONSORED BY COMMISSIONER JOE FORD.

CHECK ALL THAT APPLY BELOW:

_____ This Action does NOT require expenditure of funds.

 X This Item requires/approves expenditure of funds as follows (complete all that apply):

County General Funds: \$ X : County CIP Funds: \$ _____

State Grant Funds: \$ _____: State Gas Tax Funds: \$ _____

Federal Grant Funds: \$_____

Other funds (Specify source and amount):

Other pass-thru funds (Specify source and amount): \$ _____

Originating Department: County Commission

APPROVAL:

Dept. Head: Steve Summerall \ \

(Type your name & phone #.) (Initials) (Date)

Division Director: _____ \ _____ \ _____
(Type your name & phone #.) (Initials) (Date)

Finance Dept.: _____

(Type your name & phone #.) (Initials) (Date)

County Attorney: Brian Kuhn 545-4910 \ \
(Type your name & phone #.) (Initials) (Date)

CAO/Mayor: _____ \ _____ \ _____
(Type your name & phone #.) (Initials) (Date)

SUMMARY SHEET

I. Description of Item

This is the Summer Youth Jobs Program of the Shelby County Board of Commissioners. Last summer, each commissioner appointed up to five students assigned to various county departments.

II. Source and Amount of Funding

\$207,633.00 is allocated annually in the Commission Office Budget for the Summer Youth job program, which comes from the County General Fund.

III. Contract Items

IV. Additional Information Relevant to Approval of this Item

Item #: _____

Prepared by: Steve Summerall

Approved by: Brian Kuhn
County Attorney

RESOLUTION ADOPTING GUIDELINES FOR THE SHELBY COUNTY
BOARD OF COMMISSIONERS 2008 SUMMER YOUTH EMPLOYMENT
PROGRAM. SPONSORED BY COMMISSIONER JOE FORD.

WHEREAS, The Shelby County Board of Commissioners desires to implement guidelines for candidates to be considered for employment in the Commission's Summer Youth Employment Program; and

WHEREAS, The guidelines as per the attached Exhibit A are hereby recommended for approval and implementation beginning with students hired for the summer of 2008

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SHELBY COUNTY, TENNESSEE, That the guidelines for the Commission's Summer Youth Employment Program as per Exhibit A, which is attached hereto and incorporated herein by reference are hereby approved.

BE IT FURTHER RESOLVED, That the attached guidelines are to be implemented beginning with students hired for county employment for the summer of 2008

A C Wharton, Jr., County Mayor

Date: _____

ATTEST:

Clerk of County Commission

ADOPTED: _____

Exhibit A

Program Purpose

The purpose of this program is to provide employment opportunities for youth interested in government.

Proposed Shelby County Summer Youth Program Employment Guidelines

- Applicants must be at least 16 years of age and currently enrolled in school.
- Must live in Shelby County, Tennessee.
- Preferences may be given to students who have worked with the county before and have good recommendations from their previous supervisor.
- Applicants must be a student in good standing.
- Youth program participants should be held to the highest standards of attendance. Students will be assigned to departments of county government with specific work needs for these students. Each student will adhere to the established work schedule and perform effectively the work assigned them.
- Shelby County Employees children are eligible to apply for positions.
- Persons related to members of the Shelby County Board of Commissioners are not eligible to participate.
- The first day of work for students shall be no earlier than Monday, June 2, 2008 and the last working day shall be no later than Friday, August 8, 2008.
- All applications should be submitted to the County Commission office by: Friday, May 16 2008.
- Commissioners should interview or have commission staff interview applicants who meet these qualifications and make a decision on sponsorship.
- Each Commissioner may appoint as many as five positions at hourly rate shall be \$8.00 per student.